

CONFIDENTIAL

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Weekly Items for the DDA.

FROM:

Policy Branch/PPS

EXTENSION

NO.

DATE

21 August 1986

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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FORM
1-79610 USE PREVIOUS
EDITIONS

CONFIDENTIAL

21 August 1986

MEMORANDUM FOR: Deputy Director for Administration

25X1 FROM: [REDACTED]
Director of Security

SUBJECT: Office of Security Significant Activities
Week of 13 - 19 August 1986

1. This memorandum is for information only.

2. The activities of the Office of Security (OS) during the week of 13 - 19 August 1986 were highlighted by the following items:

*a. On 14 August, Chief/Polygraph Division and Chief, Clearance Division briefed the National Foreign Intelligence Board (NFIB). The presentation covered adjudication and polygraph procedures within the Agency and how these procedures impact on assignees and detailees to the Agency from other Community organizations.

25X1 [REDACTED]

c. The Legal Issues Branch, Special Activities Division, is continuing the Agency-wide Security Issues Program with briefings on unauthorized disclosures. Most recent was a ninety-minute presentation to the Office of Information Services (OIS) with a planned follow-up presentation to new OIS members handling Freedom of Information requests.

25X1 d. On 20 August, a new computer enhancement to the Security Information Management System (SIMS) became available to Area Security Officers (ASO). The new enhancement allows ASO's who have access to terminals connected to the [REDACTED] Center to query SIMS using the name search, security file number and social security number menus.

25X1 [REDACTED]

S E C R E T

e. The first edition of Bits and Bytes was published during the reporting period. This monthly newsletter will communicate computer security issues of interest to ADP Control Officers, Area Security Officers, Wang System Administrators, and Training Officers throughout the Agency. Copies have also been placed in Data Access and Computer Centers.

25X1



* Items that may be of interest to the DCI.

S E C R E T

SUBJECT: Office of Security Significant Activities
Week of 13 - 19 August 1986

25X1 OS/P&M/PPG syw (.21 August 86)

Distribution:

Orig - OS Reg. (Wanged to DDA 21 August)

- 1 - D/S
- 1 - EO
- 1 - AO
- 1 - C/PPS
- 1 - C/SES
- 1 - C/CMS
- 1 - DD/PS
- 1 - C/IG
- 1 - C/CISG
- 1 - C/CG
- 1 - DD/PTS
- 1 - C/TSG
- 1 - C/PSG
- 1 - C/EAG
- 1 - PPG Chrono

S E C R E T

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

PTS Items for the DDA Weekly Log

7 - 15 August 1986

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EXTENSION

NO.

Chief, Policy and Support Staff, PTS

DATE

20 August 1986

TO: (Officer designation, room number, and building)

DATE

RECEIVED

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OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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1-79610 USE PREVIOUS
EDITIONS

S E C R E T

SECRET

20 August 1986

MEMORANDUM FOR: Chief, Policy and Plans Staff

25X1 FROM:

Chief, Policy and Support Staff

SUBJECT: PTS Items for the DDA Weekly Log
7 - 13 August 1986

25X1 2. The first edition of Bits & Bytes was produced during this reporting period. The purpose of this monthly newsletter is to communicate Computer Security issues of interest to ADP Control Officers, ASOs, Wang System Administrators, and Training Officers throughout the Agency. Copies were also placed in Data Access Centers and Computer Centers.

25X1 3. During this reporting period, personnel from Information Systems Security Division (ISSD) briefed 200 people on Computer Security issues. Classes included Fundamentals of VM, Wang AL10, and a special briefing to 150 personnel from the Directorate of Operations in the Auditorium.

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5. On 14 August, a DSB officer met a representative of the Office of Congressional Affairs and went to Capitol Hill to inspect storage of Agency classified information on the House and Senate side.

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SECURITY EDUCATION STAFF WEEKLY ITEMS

13 August - 19 August 1986

25X1 [redacted] As part of the ongoing current security issues program, [redacted] spoke to OIS/DDA on unauthorized disclosures.

25X1 [redacted] OTE, presented two four-hour workshops on Thursday, 14 August for OS employees on the Management of Stress at the request of SES. There were 38 students in attendance. This was the second workshop in a series of management training for OS supervisors. Because of the great response to these workshops SES plans to continue this type of training for its supervisors.

Security Education Staff arranged for the Office of Training and Education to brief OS secretaries and supervisors on the new Secretarial Training Program. The first briefing was conducted on Monday, 18 August for the Clearance Group with a total of 48 attendees. The briefing was well received and addressed many questions and concerns for both secretaries and supervisors.

25X1 [redacted]
✓ Chief, Security
Education Staff

C O N F I D E N T I A L

ROUTING AND TRANSMITTAL SLIP		Date
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1.	C/CI & JG	R
2.	C/PPS	
3.		
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5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Weekly Item Submission

DO NOT use this form as a RECORD of approvals, concurrences, disposes, clearances, and similar actions

FROM:	Room No.—Bldg.
	Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

CONFIDENTIAL

WEEKLY ITEM 20 August 1986

On 14 August 1986 two representatives of the Legal Issues Branch, Special Activities Division provided a ninety minute briefing on Unauthorized Disclosures to 28 members of the Office of Information Services. A follow-up presentation will be given to new OIS members who handle Freedom of Information requests sometime in September, 1986.

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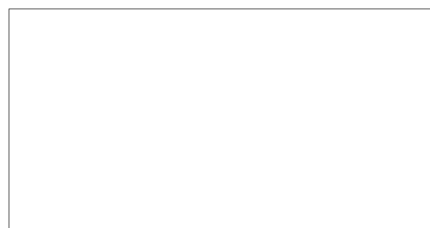
CONFIDENTIAL

20 August 1986

WEEKLY ITEM

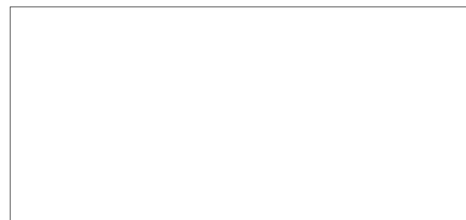
Thursday, 13 August 1986, Chief, Polygraph Division and Chief, Clearance Division briefed NFIB to include DCI regarding clearance problems affecting Detailees to CIA from other Agencies.

STAT



Friday, 15 August 1986, Chief, Clearance Group and Chief, Clearance Division briefed Polygraph Division on Security Clearance Adjudication criteria.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

SSD Weekly Report

EXTENSION

NO.

Density Chief Security Support Division

DATE

19 August 1986

TO: (Officer designation, room number, and building)

DATE

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OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across columns after each comment.)

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FORM 1-79

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USE PREVIOUS EDITIONS

CONFIDENTIAL

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TRANSMITTAL SLIP		DATE	8-20-86
TO: <i>charlene - Policy & Planning</i>			
ROOM NO.	B1		
6504			
REMARKS:			
FROM:			
ROOM NO.	BUILDING	EXTENSION	
SRD			

SRD Weekly Item

On 20 Aug 86, a new enhancement to SIMS, ASO's Limited Access, became operational. This enhancement permits Area Security Officers, who have access to terminals connected to the Center, to query SIMS using the Name Search and SFNSSN menus.

STAT

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

WEEKLY

FROM:

Chief, Polygraph Division

EXTENSION

NO.

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20 August 1986

TO: (Officer designation, room number, and building)

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USE PREVIOUS
EDITIONS

SECRET

20 August 1986

25X1 MEMORANDUM FOR:

[REDACTED]
Chief, Investigations Group

25X1 FROM:

[REDACTED]
Chief, Polygraph Division

SUBJECT:

Weekly Report of Significant Event
(13 August - 20 August 1986)

1. Headquarters examiners conducted operational polygraphs in the following areas during the above period:

25X1 [REDACTED]

2. Headquarters examiners conducted polygraphs during the above period in support of the following Office of Security programs:

25X1 [REDACTED]

25X1 3. [REDACTED] C/CD briefed the National Foreign Intelligence Board on 14 August 1986 at which Mr. Casey was in attendance. The briefing concerned itself with adjudication and polygraph procedures both within the Agency and as they impact on assignees and detailees from other community organizations. The briefing was both a presentation as well as a question and answer time and was both informative and well received.

25X1 [REDACTED]

25X1 [REDACTED]

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